

Fred Sullivan  
Chairman  
  
Janine L. Burke  
Executive Director



Scott Avedisian  
Mayor

**Warwick Sewer Authority**  
125 Arthur W. Devine Boulevard  
Warwick, RI 02886  
Voice: (401) 739-4949 • Fax: (401) 739-1414  
T.D.D. (401) 739-9150

## **Board Meeting Minutes**

**Wednesday, March 16, 2011, 5:30 p.m.**  
**Warwick Sewer Authority Conference Room**  
**125 Arthur W. Devine Boulevard**  
**Warwick, RI 02886**

<b>Board Members in attendance:</b>	<b>Board Members not present:</b>
Fred Sullivan, Chairman	Gary Jarvis
Aaron Guckian, Secretary	
Peter Ginaitt	<b>Guests:</b>
Steven Sylven, P.E.	Mr. Dennis Setzko, P.E., AECOM
<b>Staff present:</b>	
Joel F. Burke, Superintendent	John Revens, WSA Legal Counsel
Patrick Doyle, Assistant Superintendent	Mathew Solitro, Collection Systems Manager
Lynda Ortiz, Customer Service Manager	Lynn F. Owens, Administrative Coordinator

**1. Call to Order** At 5:32 p.m. Chairman Sullivan called this meeting to order.

### **2. Approval of Minutes**

**a. Approval of minutes from the regular meeting held February 24, 2011.**

ACTION: Mr. Sylven moved approval of the minutes. Mr. Ginaitt seconded the motion. Chairman Sullivan, Messrs. Ginaitt, Guckian and Sylven voted in favor of the motion. Motion approved.

### **3. Industrial Pretreatment Program**

**a. Distribution of Fine Money**

- i. Buckeye Brook Coalition: \$5,000
- ii. RI Shell Fishermen's Association: \$1,000
- iii. Fund for ongoing public outreach

ACTION: Mr. Ginaitt moved approval of the fine money distribution. Mr. Sylven seconded the motion. Chairman Sullivan, Messrs. Ginaitt, Guckian and Sylven voted in favor of the motion. Motion approved.

**Warwick Sewer Authority Board Meeting Minutes**

March 16, 2011, 5:30 p.m.

WSA Conference Room, 125 Arthur W. Devine Blvd., Warwick, RI

**4. Billing Services Division****a. Sewer Assessment Deferment (New)**

<b>Name</b>	<b>Year</b>	<b>Address</b>	<b>Reason</b>
Buttonwoods Senior Center	7	3027 West Shore Road, Plat 347 Lot 0256	City property

ACTION: Mr. Ginaitt moved approval of the deferment. Mr. Sylven seconded the motion. Chairman Sullivan, Messrs. Ginaitt, Guckian and Sylven voted in favor of the motion. Motion approved.

**b. Seaview Country Club/Harborlight Marina Assessment Abatement**

ACTION: HELD (awaiting transfer of ownership) No action.

**5. Operation and Maintenance Division****a. Facilities Plan Amendment & Energy Savings Measures**

Dennis Setzko, P.E., AECOM, to submit progress report

ACTION: Mr. Setzko provided an update on moving forward with pilot testing. He stated the next step is to contract with two companies that will conduct the testing (contracts considered in 5b. and 5c.). Mr. Sylven asked about the miscellaneous expenses over and above the contracted amounts. Superintendent Burke stated he will provide a spreadsheet detailing the additional expenses (power, water, laboratory testing, WSA man hours) associated with the pilot testing. He said the expenses will be paid through our operating budget.

**b. Contract for Cloth Media Pilot Testing: Aqua-Aerobic Systems, Inc., \$14,000.00**

ACTION: Mr. Sylven moved approval of the contract with the understanding that WSA provides certain labor and materials to assist with testing, the value of that is unknown at this time but most likely will be less than \$5,000. Mr. Guckian seconded the motion. Chairman Sullivan, Messrs. Ginaitt, Guckian and Sylven voted in favor of the motion. Motion approved.

**c. Contract for ACTIFLO Turbo Pilot Study: Kruger Inc., \$14,000.00**

ACTION: Mr. Sylven moved approval of the contract with the understanding that WSA provides certain labor and materials to assist with testing, the value of that is unknown at this time but most likely will be less than \$5,000. Mr. Guckian seconded the motion. Chairman Sullivan, Messrs. Ginaitt, Guckian and Sylven voted in favor of the motion. Motion approved.

## **6. March 30, 2010 Pawtuxet River Flooding**

- a. Financial Report of Flood Expenses: Report provided to the Board in their agenda packets. Discussion held for next meeting.
- b. RFP No. 2011-198 Engineering Services Including Flood Protection and Mitigation Design at the Warwick Wastewater Treatment Facility

ACTION: Mr. Sylven reported that the selection committee will interview four engineering firms on March 24, 2011.

## **7. February 8, 2011 Cedar Swamp Sewer Line Break**

- a. Project Update
  - i. Construction Activity Report
  - ii. Financial Report

Collection Systems Manager Mathew Solitro reviewed with the Board construction activity at the Cedar Swamp pumping station. He stated deep extraction wells were installed over the last week; WSA is pumping approximately 3.5 million gallons per day of groundwater from the site of the line break. He stated to date WSA has encumbered approximately \$830,000 in expenses for this recovery effort. He said the next process will be to camera the line, install slip lining and apply epoxy coating spray to the manholes.

## **8. Construction Division**

- a. Sewer Project Update Report
  - i. Governor Francis Farms Phase II
  - ii. Bayside IV/Longmeadow

Collection Systems Manager Mathew Solitro stated work on three-phase power to the Kristen Court pumping station continues in Governor Francis. He said Boydco will complete the station by the end of April. He stated two lateral crews will begin work in the Longmeadow project area on Monday.

## **9. Administrative Items**

- a. Director's Report
    - i. Financial Report
    - ii. Administrative Schedule
- ACTION: Chairman Sullivan stated discussion is held for the next meeting.

## **Warwick Sewer Authority Board Meeting Minutes**

March 16, 2011, 5:30 p.m.

WSA Conference Room, 125 Arthur W. Devine Blvd., Warwick, RI

### **b. Chairman's Report**

- i. Legal Services: RFP #2010-190 Legal Services for WSA  
Extension of contract: Revens, Revens & St. Pierre  
(Original RFP provides for the extension of contract terms for up to two additional fiscal years upon mutual agreement. Initial contract set to expire 4/30/2011.)

ACTION: Chairman Sullivan received a letter from Mr. Revens proposing to extend legal services to WSA for the period 4/1/2011 through 6/30/2013 on the following terms:

- \$27,500 annual lump sum billed in monthly installments for attendance and representation at all WSA meetings, all legal services, and opinions rendered to Authority staff.
- All litigation, arbitrations, contested hearings, contract negotiations, and dispute resolutions services to be billed monthly at an hourly rate of \$225.00; said rate is effective for the contract term.

All Board members thanked Mr. Revens for his service to the WSA over the past year. Mr. Sylven moved to accept Revens, Revens & St. Pierre's proposal to extend the legal services contract through 6/30/2013 under the noted terms. Mr. Guckian seconded the motion. Chairman Sullivan, Messrs. Ginaitt, Guckian and Sylven voted in favor of the motion. Motion approved.

### **ii. Cesspool Phaseout Act of 2007**

Chairman Sullivan distributed to the Board the RIDEM's latest "Frequently Asked Questions" publication on the Cesspool Phaseout Act. He stated WSA will continue to assist people that are impacted by the law. Mr. Guckian thanked Chairman Sullivan for his work to get the word out to the Council members and their constituents.

### **iii. Sewer Construction Project Planning**

Chairman Sullivan stated he was meeting with staff to review our options in Ward 9 and will bring a recommendation to the Board. Mr. Guckian suggested WSA send letters to property owners in the Potowomut area who are subject to the Cesspool Phaseout Act, giving them information on how to improve their onsite systems.

### **c. Sewer Assessment Committee Report: Held for next meeting.**

## **10. Consent Agenda – Correspondence**

- a. Letter of appreciation to Mathew Solitro, WSA (2-8-11)
- b. WSA to Mr. Raymond Morgan (3-4-11)
- c. RIDEM press release on RI Cesspool Act (2-23-11)
- d. Notice to Ward 5 properties regarding RI Cesspool Act (3-11)
- e. Director's Report (3-11-11)
- f. WSA Financial Report to the City Council (3-11-11)
- g. WSA to RICWFA regarding funding for Cedar Swamp (3-11-11)

ACTION: Mr. Guckian moved approval. Mr. Sylven seconded the motion. Chairman Sullivan, Messrs. Ginaitt, Guckian and Sylven voted in favor of the motion. Motion approved.

## **11. Consent Agenda - Drainlayers' License Renewals (2011)**

- a. J. Diconzo Construction, 55 Bleachery Court, Warwick

ACTION: Mr. Guckian moved approval. Mr. Ginaitt seconded the motion. Chairman Sullivan, Messrs. Ginaitt, Guckian and Sylven voted in favor of the motion. Motion approved.

## **12. Open Call for Executive Session Pursuant to RIGL 42-46-5 (a) (2) Litigation: Buttonwoods Beach Association/Buttonwoods Fire District**

Mr. Guckian moved that the Warwick Sewer Authority convene in executive session in accordance with Rhode Island General Laws 42-46-4 and 42-46-5 (a) (2) to discuss pending litigation: Buttonwoods Beach Association/Buttonwoods Fire District. Mr. Ginaitt seconded the motion. Chairman Sullivan, Messrs. Ginaitt, Guckian and Sylven voted in favor of the motion. Motion approved.

At 6:00 p.m. the Board entered executive session.

At 6:55 p.m. the Board returned to open session.

Mr. Guckian moved that the minutes of this executive session be kept closed in accordance with the Rhode Island General Laws 42-46-4 and 42-46-5 (a) (2) pending litigation. Mr. Ginaitt seconded the motion. Chairman Sullivan, Messrs. Ginaitt, Guckian and Sylven voted in favor of the motion. Motion approved.

## **13. New Business:** No new business presented.

## **14. Old Business:** No discussion.

- a. WSA Deferment Policy
- b. Mandatory Sewer Connection Program
- c. Sewer Tie-In Loan Fund
- d. Amendments to By-Laws
- e. Modifications to Septage Hauling Regulations

**Warwick Sewer Authority Board Meeting Minutes**

March 16, 2011, 5:30 p.m.

WSA Conference Room, 125 Arthur W. Devine Blvd., Warwick, RI

- f. Flood Mitigation Efforts
- g. GIS Program Status

**15. PUBLIC COMMENT PERIOD**

**Comments only may be addressed to the WSA Board who will take them under advisement.**

No public comment was provided to the Board. One gentleman had questions about sewers in the Spring Green Corporation area of Governor Francis. Staff answered his questions after the meeting.

**16. Adjournment**

Mr. Sylven moved to adjourn this meeting. Mr. Ginaitt seconded the motion. Chairman Sullivan, Messrs. Ginaitt, Guckian and Sylven voted in favor of the motion. Motion approved.

At 6:56 p.m. this meeting ended.

---

Aaron Guckian, Secretary